



BOARD OF CORRECTIONS  
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CHIEF PROBATION OFFICERS  
JUVENILE DETENTION FACILITY SUPERINTENDENTS  
STATUS OFFENDER REPORTERS

The Board of Corrections (BOC) is charged with monitoring the State's compliance with the Juvenile Justice and Delinquency Prevention Act. The BOC accomplishes this through collection of data and on-site inspections of local detention facilities. California counties are required by statute to submit status offender detention reports to the BOC. The BOC also collects data on minors that are held in local facilities for the federal government (typically via the Bureau of Immigration and Custom Enforcement). All juvenile detention facilities are surveyed.

Please review, complete, and return the **2004 Annual Survey** form to the BOC by February 1, 2004. If your facility *may* hold non-delinquent minors as status offenders or minors held for the federal government, complete a **2004 Status Offender Detention Report** and/or a **2004 Federal Minors Detention Report** form in every instance in which such a minor is held in the facility during the 2004 calendar year. The **Detention Report** forms are due to the BOC on the 10<sup>th</sup> of the month following the minor's release from custody. The BOC will not disclose the names of the minors reported by counties on these forms.

As you know, status offenders may only be held in a secure detention facility either under the circumstances delineated in Section 207 WIC, or following a true finding of "contempt of court." The federal government requires the BOC to document and track that certain criteria have been met before a status offender minor is committed to detention in violation of a court order. If your facility holds such minors, a completed **Valid Court Order Exception Checklist** must be submitted along with the **Status Offender Detention Report** form.

Counties that hold minors on a contract basis for the federal government are to report each minor "held on contract." Please do not report federal minors who are also being detained pursuant to Section 602 of the Welfare and Institutions Code (WIC). If they change status to a "federal government hold only," following completion of the 602 process, then they must be reported as such. In cases where a minor has completed the 602 process (and/or disposition), the federal hold time to be reported to the BOC begins when the 602 detention ends.

Enclosed are the annual survey, reporting forms, reporting instructions and valid court order exception information. They may also be downloaded from our website at:  
[www.bdcorr.ca.gov/fsod/status\\_offenders/status\\_offenders.htm](http://www.bdcorr.ca.gov/fsod/status_offenders/status_offenders.htm). Please refer to the enclosed instructions as the forms have been revised.

Thank you for your cooperation in this process. If you or your staff have any questions, please contact Barbara Fenton at (916) 323-8620 or at [bfenton@bdcorr.ca.gov](mailto:bfenton@bdcorr.ca.gov).

Sincerely,

William J. Crout, Deputy Director  
Facilities Standards and Operations Division

Enclosures